



**Attending:** Keith Hunt, WIOA Chief Diversity & Exclusion Officer; Richard Fernandes, DET; Jamie Towns, DVI; Jon Wickert, DOE/CTE; Thomas Hall, DSS; Cynthia Fairwell DVR; Bonita Egerson, DET; Lester Carlisle, DET; Rhonda Austin, Job Corps; Valencia Sudler-Wynn DSS; Robin McKinney-Newman, DWDB; Darrell Miller, DOE/Adult & Prison Ed; Alta Porterfield, DE Libraries; Maureen Whelan DOE Adult and Prison Education Resources; Barry Butler, DET; Denise Burke, DVR; Sarah Meyer, Telamon; Valarie Tickle, Criminal Justice Council; Sherese Brewington-Carr, DET; Catherine Lindroth, Social Contract (guest); Ron Berry, Social Contract (guest) and Hope Ellsworth (recording).

### **Documents/Links Reviewed During the May Meeting:**

1. **One-Stop Team link:** <https://labor.delaware.gov/divisions/employment-training/team-info/>
2. PPT: WIOA Nondiscrimination Plan. [Sent after meeting.]
3. Social Contract Slide Deck: [https://docs.google.com/presentation/d/1-PZ85rJogmQMni6YOHoPEbOxdoChnUamSv7\\_aJU-NI/edit#slide=id.p](https://docs.google.com/presentation/d/1-PZ85rJogmQMni6YOHoPEbOxdoChnUamSv7_aJU-NI/edit#slide=id.p)
4. Social Contract Feedback Survey: [https://docs.google.com/forms/d/e/1FAIpQLSeYBHGm-iiDaLYGmIEWPOiMNH3qVko3W4gSmCerN\\_1VKG3vaw/viewform](https://docs.google.com/forms/d/e/1FAIpQLSeYBHGm-iiDaLYGmIEWPOiMNH3qVko3W4gSmCerN_1VKG3vaw/viewform)

**5-19-21 Meeting Discussion:** This meeting was held via Zoom.

### **Welcome & Introductions**

1. **DET Organizational Changes:** Richard Fernandes, Director, discussed recent additions to his administrative team.
  - a. Bonita Egerson is now the Statewide Administrator for the 4 American Job Centers and was welcomed to the meeting.
  - b. Our own Barry Butler is now in charge of a new Business Unit. The unit includes the Apprenticeship Program; Business Service Representatives and Training.
  - c. Clissa Taylor is now the Administrator for the Contract Unit, replacing Rachel Turney and was also welcomed to the meeting.
  - d. Lester Carroll will also be attending the Leadership Team meeting as another DET representative and the team welcomed Lester.
2. **DSS/DHSS:** The team welcomed Tom Hall, who is Acting Director for DSS.

### **Partner Resource Sharing**

1. **Delaware Re-instating Work Search Requirement:** Richard announced that the work search requirement for anyone on unemployment insurance will become effective again on 6/12.

2. DART Connect: Hope explained that this is a new pilot service in Sussex County and that the Sussex One-Stop Team received a presentation from DART staff at the April meeting. The link with more information is: [www.dartfirststate.com/programs/dartconnect](http://www.dartfirststate.com/programs/dartconnect).
3. Trauma Awareness Month Events: May is Trauma Awareness Month and there are still free presentations being offered. The link is: <https://traumamattersdelaware.org/trauma-awareness-month/#events>

### **WIOA Non-Discrimination Plan Presentation**

1. Keith Hunt shared a presentation this month, which he provided to the One-Stop Teams in April.
2. He explained that the Feds require EEO and WIOA was non-compliant.
3. Implementation is coming
4. Wanda Holifield is the local, WIOA, EEO Officer.
5. The NCP is for people receiving services from WIOA partners. There is a separate EEO plan for staff.
6. Keith will need to receive the name of a “point person” for all Partner Programs.

### **WIOA Staff Orientation PPT:**

1. The WIOA Staff Orientation Presentation will remain posted on the One-Stop Team link (see above).
2. Our goal is to ensure that all Partner Program staff review this orientation. This includes current staff and a process for share it with newly hired staff.
3. Hope has flagged every 4 months to send the PPT to Leaders to ensure that links, program requirements, etc., have not changed.
4. Maureen will develop a surveymonkey to ask about how programs intend to share this presentation with staff. Hope will send out the survey link to Leaders.

### **WIOA Partner Referrals:**

1. Bonita Egerson explained that Romie Lutz (Partner Referral Liaison) needs to get an email address FOR EACH PARTNER PROGRAM so that she has one location to send referrals FROM other partner programs TO your program.
2. DET and Partner staff are being identified to be involved in a pilot to test the referral process.
3. Hope and Romie continue to meet weekly to work on this effort.

### **Workforce System Strategic Planning Reorganization**

1. [Note: The link to Cat’s presentation is included in the 1<sup>st</sup> section above.]
2. Over the last couple of months, TIPS Strategies has provided our Leadership Team will updates about proposed changes, which include a closer working relationship between the DWDB and the WIOA Leadership Team.
3. Last month, Bill reported that Social Contract has been hired to finalize the reorganization efforts.
4. This month, Cat Lindroth and Ron Berry (Social Contract) facilitated a discussion in order to get feedback from WIOA Leaders. Cat explained that the effort to improve wrap-around services continues along with the addition of more collaborative strategic planning efforts and how we can best accomplish that.
5. This topic will be a standing agenda item for now as Social Contract continues to work through this reorganization project.

### **Infrastructure Funding Agreement**

1. Robin provided an update. Bill continues to work on an updated version and is contacting Partner Programs for specific information he needs.

## **WIOA Leadership Implementation Planning**

1. Frontline Services – Maureen shared a new initiative that the Frontline Services team is working on. They shared a document that is a draft of marketing material for the One-Stop System. Maureen reviewed the document and received feedback from the team. The Frontline Services team will present an updated version in June or July.
2. Case Management – Barry Butler shared specific information about a pilot that has begun to test our proposal for a system to track all programs providing case management to an individual. Once the pilot is done, implementation will be discussed.

## **5-12-21 One-Stop System Convening: “Bounce Forward”**

1. Once again, the Convening was a success thanks to the great input of the One-Stop Team members.
2. Recordings of the 5-10 Pre-Convening and the 5-12 Convening will be put into sections and loaded onto the Convening webpage: <https://labor.delaware.gov/wib/onestop/6th-annual-2021-one-stop-system-convening/>
3. 5/10 – 75 of the 104 registrants attended. 30 completed evaluations.
4. 5/12 – 166 of the 200 registered attended. 57 attendees completed evaluations.
5. The evaluation results, along with ideas for 2022, will be discussed in July.

**Local One-Stop Meetings Update** – No meetings this month due to the Convening events.

**Next Meeting: Wednesday, June 16<sup>th</sup>, 9-11am via Zoom.**

